

DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on April 19, 2017 at 9:00 a.m. in the First Floor Conference Room, 220 S. Main Street, Bel Air, Maryland. The meeting was chaired by Moe Davenport, Department of Planning and Zoning.

The following members were in attendance:

Moe Davenport	Chairman, DAC
Bill Snyder	Volunteer Fire & EMS
Robin Wales	Department of Emergency Services
David Burke	Water & Sewer
Mike Rist	DPW Engineering
Missy Valentino	Harford County Board of Education
Paul Magness	Parks & Recreation
Rich Zeller	State Highway Administration
Jennifer Wilson	Planner, Development Review

Also in attendance were:

Joseph Snee, Jr.	Debbie Button
Lou Schaffer	

Moe Davenport, of the Department of Planning and Zoning, welcomed everyone to the meeting. He explained there is one plan on the agenda. Mr. Davenport explained that a brief presentation will be given by the consultant for the project. The DAC members will give their comments on the project. The meeting will then be opened up for anyone in attendance that may have questions or comments. If anyone has questions that are not answered, there are information request forms that can be filled out and submitted to the Department of Planning and Zoning and they will be responded to in writing. There is an attendance sheet circulating for everyone to sign. If a correct address is given, a copy of the minutes will be mailed or e-mailed. The minutes are recorded and will also be published to the Department of Planning and Zoning's website.

ROCK SPRING STATION - CONCEPT

Located on the west side of Rock Spring Road (Route 24); south of East West Highway (Route 23). Tax Map 40; Parcel 48. Third Election District. Council District C. Planner Jennifer.

Plan No.	C157-2017	Mixed Use Center (Retail & 53 Apartments)/5.38 acres/B2.
Received	03-22-17	2000 Rock Spring Road LLC/Frederick Ward Associates.

Verbatim Transcript

Lou Schaffer with Frederick Ward Associates presented the plan:

I am here today representing the Rock Spring Station project. This project is located at 2000 Rock Spring Road and it is a 5.38 acre parcel of land that is zoned B2 which is community business district. The proposed use is mixed use center for retail and apartments. Specifically, what we are proposing here is 20,507 square feet of retail space which includes 7,750 square feet of amenity space for the community and 53 apartments. The apartments will be a mix of one bedroom, two bedroom and three bedroom units. We are required to have 53 spaces for the retail and 100 spaces for the apartment units. So, for the total complex we have in excess of the spaces we need. Open space is a certainly a required element and we propose to use a series of trails, picnic area and connectivity to the Board of Education property as well as to the parks and recreation property so that folks can move around. There will be one entrance opposite of Maurice Drive, the exact configuration of that entrance and improvements along Rock Spring Road are unknown at this point in time. We have engaged services of a traffic consultant to help with the required traffic study and to come up with some recommendations as to what we need to do there along with working with State Highways to come up with something that will be workable for everyone. The developer is currently in the process of reaching out to the shopping center over here where Kleins and the bank as well as where this proposed Urgent Care facility to try to get some internal circulation connectivity between the two projects. Obviously, we can't force anyone to do it but it is a desirable thing to have if we can make it work. DAC will provide documentation to which way that ship sails. Trash will be collected via inside trash compactors which will be here on the south end of the building. Obviously, all the normal development requirements of storm water management per the State manual. Sediment control, open space, landscape all those type of things will be developed as we move forward with the project as we go towards the Site Plan submittal. With that I open this up to the DAC committee and any questions.

Bill Snyder – Volunteer Fire and EMS

Hydrant locations on the property need to be decided upon in conjunction with the Chief of the Bel Air Fire Department. Please contact the below information during this phase in design.

Fire/EMS would recommend following-thru on constructing a "potential access drive connection" with the Kohl's Parking Lot as indicated on the plan.

Robin Wales – Department of Emergency Services

I have no comment at this time. I will comment on the preliminary & site plans.

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Dave Burke – Water & Sewer

New Series Required: Yes ☒ No ☐

If another series of this plan is submitted, then the Division of Water and Sewer would like an opportunity to comment on that series.

The Division of Water and Sewer has evaluated the proposed water and sewer utilities on this plan and has determined that if the approval conditions are complied with, the adequacy standards of the County Code will be met.

Water	<input checked="" type="checkbox"/> adequate	<input type="checkbox"/> inadequate
Sewer	<input checked="" type="checkbox"/> adequate	<input type="checkbox"/> inadequate

A new series of this plan is required to address the following comments, concerns and/or requirements of the Department of Public Works, Division of Water and Sewer, on the above described project:

The site for this proposed project does not meet the Division of Water and Sewer's Design Guidelines objective of having a minimum water pressure of 28 psi during maximum day conditions. The Division of Water and Sewer suggests that a privately owned water booster station be installed to increase the pressure to both the domestic and the fire service lines.

The sixteen inch diameter water main which runs along the western property line is a transmission main which supplies water to the tank on the adjacent property. The tank supplies water to the fourth zone of the County water system. It is important that the building be located a sufficient distance away from the water main so that if the main were to break or require other maintenance, adequate space would be available.

The Division of Water and Sewer is also concerned that the construction of the foundation of the building in the vicinity of the 16"-90 degree bend on the water main may adversely impact the integrity of the water main. A minimum of fifteen feet of separation between the water main and the building is necessary. Permanent structures may not be placed in the existing drainage and utility easement. Other water main or building design considerations may also be required if the foundation or the excavation for the building can potentially undermine the pipe or compromise the pipe support.

The grading on the northwest side of the building does not appear to provide adequate cover over the existing 16" water main. Since the water main location is critical to the appropriate site design, the water main must be field located and test pitted in a least two locations. This work must be performed prior to the Site Plan submittal.

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There is a stormwater management access drive proposed over the easement for the existing 16" water main. The Division of Water and Sewer requires that a "hold harmless" agreement be prepared for the portion of the access drive within the easement.

Since the proposed mixed use of the building requires the installation of a reduced pressure principle type of back flow preventer, the water meter and the backflow preventer must be placed inside the building.

There is an existing air release valve and vault within the proposed entrance to the site. It is not likely that the top of the vault can be lowered. The existing top elevation of the vault must be maintained. In all locations on the property, the proposed grading on the property shall maintain a minimum of 3.5 feet of cover over the 16" water main.

A flow test must be performed to determine the water pressures and flows that are available for the design of this project. The developers engineer shall perform the test prior to submitting the Site Plan for review. The test results should be adjusted to the minimum tank operating level when performing the calculations for the site design. The test results shall also be submitted to Mr. Ali Ghanavi at the Division of Water and Sewer. You may contact him for additional information concerning the test.

The proposed fire hydrant on the northwest side of the building must be removed from the plan since it is too close to the proposed structure. The proposed fire hydrant at the rear of the building must be metered; therefore the proposed water service to the hydrant may not be connected directly to the public main. The Site Plan must show a new configuration.

There is another public fire hydrant located near the eastern corner of the site. It must be shown on the Site Plan as well as the plan submitted with the Commercial Application.

Sanitary manhole SMH 2 of Sewer Contract No. 19578 must be raised to grade as part of the utility work for this project. The final grading may not cause this manhole to exceed twenty feet in depth.

Any sewer cleanouts that are located within the paved area shall be installed using the County cleanout in paving detail S-28. The detail shall be shown on the utility plan and referenced on the plan and/or profile drawing. The sewer cleanout for the connection to manhole SMH2 which will be located in the recreation path must also utilize standard detail S-28 during construction.

Commercial Service Application Number 19922 must be added to the title block of the site plan submitted with the Application for approval.

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The construction contract numbers for the existing utilities shall be shown on the drawing submitted with the Commercial Application.

A Commercial Service Application must be completed by the owner and approved by Harford County before a building permit will be issued for this project. Contact the Division of Water and Sewer Administration and Permitting Section at 410-638-3300 for additional information.

Mike Rist – DPW Engineering

A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications as set forth in the Maryland Standards for Erosion and Sediment Control, latest edition.

Stormwater management must be provided in accordance with the 2000 Design Manual as amended by Supplement 1.

A stormwater management concept plan must be submitted for review prior to preliminary plan submittal.

The final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.

Maintenance of the stormwater management facility (facilities) is (are) the responsibility of the lot owner(s).

All pavement striping and traffic control signs shall conform to the Manual of Uniform Traffic Control Devices and State Highway Administration Supplement.

Missy Valentino – Board of Education

The attendance areas for elementary is Forest Lakes Elementary School which is currently at 85% capacity. Bel Air Middle School which is currently at 100% capacity and Bel Air High School which is currently at 94% capacity. It is estimated that a project of this size will bring approximately 6 elementary students and 3 middle and 3 high students.

Paul Magness – Parks and Recreation

This plan proposes a Mixed-Use Center with retail and 53 apartments on a 5.38 acre property. The total open space required for the project is 1.076 acres with .538 acres of active open space. The plan proposes 3 acres of open space with .67 acres of active open space. The grading for the proposed play and picnic area should be modified to minimize the slope leading to the area. Signage and amenities also should be used to identify the area for future residents. Additionally,

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the proposed 10' wide recreation path appears to be co-located on the stormwater management access drive and I'm assuming that that is your intention.

Moe Davenport for Len Walinski – Health Department

The Harford County Health Department has extended its approval for the above-referenced concept plan. The site is located on the west side of Rock Spring Road (MD Route 24), south of East West Highway (MD Route 23).

This plan proposes a mixed use center (retail and 53 apartments) that will be serviced by public water and sewer.

This office has the following comments regarding this proposal:

1. If the office/commercial building is occupied by dental/medical offices, certain permits and registrations may be required from the Maryland Department of the Environment (MDE).
 - The Maryland Department of the Environment (MDE) requires a facility that generates special medical waste obtain a generator identification number and that the special medical waste hauler also be licensed/certified through the State of Maryland contact MDE at 410-537-3400 for further information.
 - Facilities that conduct X-rays are required by MDE Air and Radiation Management Administration to be registered. If there are any questions regarding this registration, the facility should contact the Radiological Health Program at 410-537-3193.
2. The owner/developer is reminded that during the development of this project, when soil moisture conditions are low, measures must be implemented to prevent the generation of dust until a permanent vegetative cover is established and all paving is completed.
3. At this time, the retail use on the site is not indicated as a food service establishment. If this type of operation is planned for this site, the Health Department must review and approve all food service and building plans prior to issuance of the building permit, and a food service package must be completed.

To request a food service facility review package, the owner or his/her agent should contact Mrs. Lisa Kalama at 410-877-2332. If the plan is recognized as a prototype plan, review will be required by the Department of Health and Mental Hygiene (DHMH), Division of Food Control. If there are any questions regarding this review, please contact Ms. Gwendolyn John at 410-767-8412.

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4. Any buildings listed to be razed will require a demolition permit that is secured through the Department of Planning and Zoning. All aspects of the demolition work must be reviewed, approved, and completed to the satisfaction of the Health Department. This includes, but is not limited to, the abandonment of any wells and septic systems, the management of asbestos, hazardous materials, and solid wastes, and the removal of underground storage tanks. All documentation concerning the demolition work must be forwarded to this office. If there are any questions concerning the demolition work, please contact Mr. Joe Delizia of the Health Department's Air/Waste Division at 410-877-2335.
5. The Health Department encourages the owner/developer to consider smoke-free housing for the apartments.

Rich Zeller – State Highway Administration

An access permit will be required to construct the commercial entrance and road improvements on MD 24 for this proposed development. We understand that a Traffic Impact Study is being required to determine the impacts to the site and the access as well and the surrounding road network. We require 6 copies of the study for our review and a CD of that. You can submit that submission to us over at District 4. We will defer specific comments regarding those entrance improvements until our review of the TIS is complete. But, you will need an access permit. We already attended the scoping meeting for that so we know the TIS is coming.

Jennifer Wilson – Planner

- The plan proposes to create a mixed-use center with 74% residential uses and 24% retail/trade uses. The residential component will be comprised of 53 apartments developed under the R4 – Conventional with Open Space (COS) standards.
- The residential component will require a minimum of 20%, or 1.076 acres, of open space. A minimum of 10%, or 0.538 acres, will be suitable for active recreation. The Site Plan shall accurately delineate all areas of open space.
- An Combined Forest Stand Delineation/ Forest Conservation Plan (FSD/FCP06-018-2) was previously approved by the Department of Planning & Zoning and shall be revised during the Site Plan review process.
- A Landscaping and Recreation Plan shall be submitted to the Department of Planning and Zoning prior to Site Plan approval. The plan shall demonstrate how the project complies with landscaping provisions for Mixed-Use Centers in Section 267-29 I (5) of the Harford County Code, including a type "B" Bufferyard adjacent to Rock Spring Road.

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- A Bufferyard B is required adjacent to the R2 zoning at the rear of the property. Foundation plantings will be required on all sides of the building. All air conditioning units & utility areas must be screened from view on the east and west side of building.
- The Landscaping and Recreation Plan shall clearly detail all areas of open space. Design specifications of the proposed trail shall be provided on the Plan. The connectivity for the existing pedestrian trail along Route 24 shall be maintained. A pedestrian/bicycle connection shall be provided to the adjacent Board of Education property
- A Traffic Impact Analysis (TIA) shall be required prior to preliminary plan submission.
- Vehicular connections shall be provided to the two adjacent commercial properties

Public Comments –

There we no public comments.

Meeting adjourned at 9:20 am.